

EVESHAM MUNICIPAL UTILITIES AUTHORITY**Meeting Minutes from January 4, 2017****Authority Board, Professionals and Staff in Attendance:**

Present: Fiscaro, Tencza, Czerniecki, Waters, Morton

Also Present: Executive Director Rollins, Assistant Executive Director of Business Puszcz, Deputy Executive Director Lender, Engineer Simpson, General Counsel Drollas, Board Secretary Rubin, T & M Associates: Richard Crane, Sami Sarrouh, and Ed Steck

Members of the Public:

None

Chairman Fiscaro called the meeting to order at 7:30 P.M.

Opening Statement:

Commissioner Waters read the opening statement as follows:

Adequate public notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Assistant Executive Director of Business of the Evesham Municipal Utilities Authority in the following manner:

1. Posting written notice on the official bulletin board at the Evesham Municipal Utilities Authority, Evesham Township Building, 984 Tuckerton Road, Marlton, NJ on February 5, 2016.
2. E-mailing written notice to the Burlington County Times, Courier Post, and Central Record on February 5, 2016.
3. Posting written notice on the official Evesham MUA website on February 5, 2016.
4. Filing written notice with the Clerks of Evesham and Medford on February 5, 2016.

This statement shall be entered into the minutes of this meeting

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

December 7, 2016 – On motion by Tencza, seconded by Czerniecki, it was moved to approve the minutes of December 7, 2016.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fisicaro, Waters, Morton
 NAY: None
 ABSTAIN: Morton

MOTION CARRIED: 5-0-0

PUBLIC COMMENT

Presentation from T & M Associates on WWTP Upgrades for Elmwood and Woodstream Plants in regards to Energy Conservation and the Pay for Performance Incentives. Ed Steck, Richard Crane, and Sami Sarrouh (representatives of T & M) reviewed all aspects of the project. The Pay for Performance was to find projected energy conservation measures. They discussed the incentives for both Elmwood and Woodstream Plants. Sami Sarrouh spoke of the issues that occurred at the Woodstream Plant in regards to the WWTP Upgrades Project that caused extremely high noise levels from the blowers. After diagnostic testing, it was determined to add a silencer to the blowers. This solution appears to have addressed the noise issue. T & M is requesting a contract modification in the amount of \$82,872. They also advised regarding a contractor's claim for payment. General Counsel Drollas advised the board of the potential basis to go to litigation over the payment dispute.

EXECUTIVE SESSION – Resolution 2017-10 – On motion by Waters, seconded by Morton, it was moved to enter into Executive Session at 8:15 p.m. for the purpose to discuss legal matters.

On motion by Waters, seconded by Morton, it was moved to come out of Executive session at 8:23 p.m.

RECORDED VOTE: AYE: Tencza, Czerniecki, Waters, Fisicaro, Morton
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to Approve a Change Order to T&M Associates - On motion by Tencza, seconded by Czerniecki, it was moved to approve a change order to T & M Associates in the amount of \$82,872.

RECORDED VOTE: AYE: Tencza, Czerniecki, Waters, Fisicaro, Morton
 NAY: None

ABSTAIN: None

MOTION CARRIED: 5-0-0

FINANCIAL

Resolution 2017-1: Payment of Bills

On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution #2017-1** approving the payment of the December 2016 bills.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fiscaro, Waters, Morton
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2017-2: Refunds, Credits & Cancellations – On motion by Morton, seconded by Tencza, it was moved to adopt **Resolution #2017-2** approving the November 2016 refunds, credits & cancellations.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fiscaro, Waters, Morton
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2017-3: Award of Emergency Contract – On motion by Waters, seconded by Morton, it was moved to adopt **Resolution #2017-3** awarding an emergency contract to Henkels & McCoy, Inc. in the amount of \$45,000 to repair a water main break on Kings Grant Drive on December 10, 2016.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fiscaro, Waters, Morton
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2017-4: Award of Contract in excess of \$6,000 – On motion by Waters, seconded by Morton, it was moved to adopt **Resolution #2017-4** awarding a contract to Nextiva in the amount of \$9,558 for a 3 year contract to provide phone service in the new main office location.

RECORDED VOTE: AYE: Tencza, Czerniecki, Waters, Fiscaro, Morton
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve a proposal from All Covered – On motion by Tencza, seconded by Waters, it was moved to approve a proposal from All Covered in the amount of \$12,387 to set up a new e-mail exchange server. The setup includes the migration of current e-mail boxes, old e-mails and the establishment and deployment of Office 365 to all workstations. Assistant Executive Director of Business Puszcz informed the board that this is for the new main office and establishment of a new email domain. The Authority will now have their own domain.

RECORDED VOTE: AYE: Tencza, Czerniecki, Waters, Fisicaro, Morton
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2017-6: Award of Contract in excess of \$6,000 – On motion by Tencza, seconded by Waters, it was moved to adopt **Resolution #2017-6** awarding a contract to Environmental Systems Research Institute, Inc. in the amount of \$8,900 for a one year contract for ArcGIS support. Deputy Executive Director Lender informed the board that this is for software and support for GIS systems that tracks our documents, pipes and valves.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fisicaro, Waters, Morton
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2017-9: Award of under State Contract in excess of \$6,000 – On motion by Waters, seconded by Morton, it was moved to adopt **Resolution #2017-9** awarding a state contract to Global Distributors, Inc. in the amount of \$12,677.94 to purchase office furniture for the new Main Office location.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fisicaro, Waters, Morton
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

EXECUTIVE DIRECTOR'S REPORT

Potential Violations

No violations on water or sewer to report for the month of December.

Comment

Executive Director Rollins advised the Board that there was a water main break on December 10, 2016 on Kings Grant Drive that required a boil water advisory which was initiated on Saturday night and lifted on Sunday night.

Another water main break occurred on Tuesday, January 3, 2017 at Brighton Drive and Kilgour Court.

ENGINEER'S REPORT

Update: South Side Water Storage Tank – Nothing new to report.

Update: ASR Well 13/14 Treatment Program – Nothing new to report.

Update: Elmwood/Woodstream Energy Improvements – Nothing new to report.

Update: Defense Drive Utility Replacements – Kline Construction has substantially completed work on this project. Full surface restoration will be performed in the spring.

Update: Locust Avenue Pumping Station Upgrade – Met with managers of the Nieuw Amsterdam Apartments to discuss formalizing easements required for this project. The legal descriptions for these easements are being prepared.

Update: Well 4 Emergency Generator – Submitting drawings for review later this month.

Update: Route 70 Water Main – Currently ensuring that the necessary easement is in place for this project.

Update: Route 70 Sewer Main – Currently ensuring that the necessary easement is in place for this project. Plans and legal description has been sent to General Counsel Drollas for property acquisitions.

Update: Woodstream UV Replacement – Nothing new to report.

Update: Elmwood WWTP Resiliency Study – Commenced work on this study.

Update: Wells 5 & 9 Redevelopment – A.C. Schultes has redeveloped and tested Well No. 9. Once the pump is reinstalled, they will move on to Well No. 5

Update: South Maple Avenue Water Main Replacement – Obtaining soil borings and coordination with the Burlington County Engineer’s Office.

Update: Knox Boulevard Water Main Replacement – Commenced design on this project. Survey has been completed and plans are being prepared. Obtaining soil borings.

Update: Knox Boulevard Sewer Main Rehabilitation – Project going out for bid on January 24, 2017.

Update: Elmwood Sludge Dewatering Centrifuge – Nothing new to report.

Update: Heritage Village Sewer Main Rehabilitation – Phase I – Project going out for bid on January 24, 2017.

Update: Kings Grant WWTP Effluent Pump – Second round of bids were taken on November 15, 2016. These bids were also significantly higher than the engineer’s estimate. Recommend that all bids be rejected and the project be rebid with revised specifications.

Resolution 2017-5: Rejection of all bids – On motion by Waters, seconded by Tencza, it was approved to reject all bids received and authorize re-advertisement for bids with revised specifications, due to bid prices materially exceeding the budget for Kings Grant WWTP Effluent Pump replacement.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fisicaro, Waters, Morton
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Resolution 2017-7: Award of Chemical Contracts – On motion by Tencza, seconded by Czerniecki, it was approved to award Chemical Contracts per Consulting Engineer’s Recommendations.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fisicaro, Morton
 NAY: None
 ABSTAIN: Waters

MOTION CARRIED: 4-0-1

Resolution 2017-8: Authorizing contract – On motion by Czerniecki, seconded by Waters, it was approved to authorize a contract to be negotiated for Employee Uniforms.

Engineer Simpson explained that bids have gone out for the second time, the first time one bidder came in but did not supply pricing to our specifications. The second time we did not receive any bids. We will go back to the original bidder to negotiate.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fisicaro, Morton, Waters
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S1/W1 for 930 Route 70 West – On motion by Morton, seconded by Waters, it was moved to approve S1/W1 for 930 Route 70 West.

RECORDED VOTE: AYE: Morton, Waters, Tencza, Czerniecki, Fisicaro
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

Motion to approve S1/W1 for 930 Route 70 West - Restaurants – On motion by Morton, seconded by Waters, it was moved to approve S1/W1 for 930 Route 70 West – Restaurants.

RECORDED VOTE: AYE: Morton, Waters, Tencza, Czerniecki, Fisicaro
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

EXECUTIVE SESSION – Resolution 2017-11 – On motion by Waters, seconded by Morton, it was moved to enter into Executive Session at 8:45 p.m. for the purpose to discuss legal and personnel matters.

On motion by Waters, seconded by Morton, it was moved to come out of Executive session at 9:02 p.m.

RECORDED VOTE: AYE: Tencza, Czerniecki, Waters, Fisicaro, Morton
 NAY: None
 ABSTAIN: None

MOTION CARRIED: 5-0-0

There was a motion to adjourn by Waters, seconded by Morton. The meeting was adjourned at 9:02 P.M.

RECORDED VOTE: AYE: Tencza, Czerniecki, Fiscaro, Waters, Morton
NAY: None
ABSTAIN: None

MOTION CARRIED: 5-0-0

The next regular meeting of the Evesham Municipal Utilities Authority is scheduled for February 1, 2017 at 7:30pm.

Christine Krimmel
Administrative Support
APPROVED BY THE BOARD: _____